

Client Address	Hampshire County Council PBRs Three Minsters House 76 High Street Winchester Hampshire SO23 8UL
Site Name	Solent Mead OPH & Day Centre
Site Address	Church Lane Lymington Hampshire SO41 3RA
Site Contact	Roger Mallory
Site Telephone Number	01590 674687
Last Risk Assessment Carried Out By	Freeston Water Treatment Limited
Date of Risk Assessment	April 2011
Date of Previous Review	26th March 2012
Date of Last Review	7th October 2013
Review Carried Out By	Mr Chris Wilson

HAMPSHIRE COUNTY COUNCIL

ACoP L8 DOCUMENTATION/LOGBOOK AND RISK ASSESSMENT / REVIEW AUDIT

SITE NAME:	Solent Mead OPH & Day Centre
LOCATION:	Church Lane Lymington Hampshire SO41 3RA
CONTACT ON SITE:	Roger Mallory
DATE OF AUDIT:	17 th March 2014
NAME OF AUDITOR:	Mr Chris Wilson Freeston Water Treatment Limited

ITEM	TASKS		COMMENTS
		YES / NO	
1.	Audit Date	17-3-2014	
2.	Site Management Audit signed	YES	
3.	Contact details complete and up to date	YES	
4.	Responsibility details complete and up to date	YES	No Deputy Responsible Person listed
5.	6 monthly water tank inspections up to date	YES	
6.	Training records present and up to date	YES	E-Learning only. Last carried out on 16-1-2014 by the Maintenance Operative
7.	Contractor visits recorded	NO	
8.	Monthly boiler/calorifier temps checked	YES	
9.	Monthly temperature – taps checked	YES	
10.	Weekly all outlets flushed and recorded	YES	
11.	Weekly low use outlets flushed and recorded	YES	
12.	Weekly shower disinfection and clean and recorded	YES	
13.	Quarterly shower descale and recorded	YES	
14.	Monthly sentinel taps temps checked and recorded	YES	

15.	Six monthly temperature probe calibration	YES	
16.	Defects entry made when test off spec	NO	There is no records page within the logbook for this to be recorded
17.	Appropriate corrective action undertaken for Item 16	NO	See above
18.	Each task dated	YES	
19.	Each task signed for	YES	
20.	Laboratory TVC certificates up to date	NO	No records were seen
21.	Laboratory LP certificates up to date	YES	<p>The records show that last samples were taken on 3-3-2014 & 20-1-2014 with unsatisfactory results. I was informed that Mr Mike Pitt of Hampshire County Council was aware of these results and ongoing action was being carried out to rectify the problem.</p> <p>I was informed by the maintenance operative on site that personally he is flushing the three affected areas every day for 3 minutes each.</p>
22.	Disinfection certificates up to date	YES	Cleaning and disinfection certificates were seen and show that the domestic cold water storage tanks were disinfected on 3-2-2014.

ACoP L8 RISK ASSESSMENT / REVIEW AUDIT

Risk Assessment / Review Date		17-3-2014		
REF	Risk Assessment Summary of Recommendations	COMPLETE? YES / NO	COMMENTS	PIC REF
1	DL1 - Boiler Room - There is a dead leg on the cold feed pipe as it enters calorifier no. 1.	YES		
2	DL2 - Boiler Room - The drain on the pipe to the cold water expansion vessel is too long and creating a dead leg.	YES		
3	Purge the calorifiers to drain on at least an annual basis and record when carried out.	NO		
4	If access allows, visually inspect the calorifiers internally for scale and sludge on an annual basis.	NO	Records from the contract engineer showed that no access can be gained to either calorifier and therefore a chemical descale must be carried out if the water from the drain purging shows evidence of scale and sludge within the units.	

5	Adjust the calorifiers as soon as is practicable to achieve a minimum hot water storage temperature of 60°C at all times and the return should be maintained at a minimum of 50°C at all times.	YES		
6	Monthly temperature monitoring of all the sentinel and a representative amounts of hot and cold outlets is being carried out and recorded Where TMV's (Thermostatic Mixing Valves) are fitted the temperature is only being taken from the blended water at the outlet. It should be ensured that it is taken from the hot pipe immediately before it enters the TMV.	NO	I was informed that the temperature is still only being taken from the blended water at the outlet on non - TMV outlets. It should be ensured that it is taken from the hot pipe immediately before it enters the TMV.	
7	Inspect the domestic cold water storage tanks annually and clean and disinfect if required.	YES		
8	Fit a screened overflow warning pipe to the domestic cold water storage tanks.	NO		

9	<p>Ensure that all Arjo / Malibu etc. type baths are serviced and maintained in line with the manufacturer's recommendations e.g. seals and hoses changed, filters cleaned and disinfected etc. I was informed that the site maintenance operative is cleaning and disinfecting the filters on a monthly basis. This should all be recorded within a logbook when carried out.</p>	YES	<p>Servicing is being carried out by an outside contractor and hoses and filters are being cleaned and disinfected in-house by the onsite maintenance operative and this is being recorded within the logbook.</p>	
10	<p>Ensure that both water softeners and the water softener / filter are disinfected and maintained in line with the manufacturer's recommendations.</p>	NO		
11	<p>Ensure deputy responsible persons are appointed and are competent and adequately trained. This is important to ensure that all Legionella management continues during periods of absence due to sickness and annual leave etc.</p>	NO		

12	Ensure the maintenance operative on site is competent and adequately trained in Legionella management.	NO	E-Learning only course undertaken.	
13	Ensure that all Legionella management is recorded with a logbook when carried out.	YES		
14	A Written Scheme should be prepared to ensure that all necessary controls are maintained, monitored and remain effective. BS8580 states – ‘Note - The Risk Assessment does not involve the preparation of the written scheme but rather provides information that is critical to the preparation’.	NO		
15	Ensure that all water sample results are copied and file within a logbook. If any results are positive then contact Freeston Water Treatment Ltd immediately.	YES		

ACoP L8 AUDIT ADDITIONAL COMMENTS/FINDINGS/RECOMMENDATIONS

REF	COMMENTS	PIC REF
1	<p>A water systems logbook has been put in place for 2014 and is in use.</p> <p>The maintenance operative on site undertook 'E-Learning' legionella training on the 16th January 2014. I would recommend that staff be fully trained in Legionella management as soon as is practicable.</p> <p>Some of the remedial works have been carried out by Freeston Water Treatment Limited since the last Risk Assessment Review and this is an ongoing planned maintenance agreement between Freeston Water Freeston and Hampshire County Council.</p> <p>Completed remedial work carried at Solent Mead OPH and Day Centre includes cleaning and disinfection of the domestic cold water storage tanks.</p> <p>Legionella management including temperature monitoring of outlets and calorifiers; flushing of infrequently used outlets and showerhead and hose descaling is being carried and recorded and is up to date.</p> <p>On non-sentinel outlets, where TMVs (Thermostatic Mixing Valves) are fitted, the temperature is only being taken from the blended water at the outlet. It should be ensured that it is taken from the hot pipe immediately before it enters the TMV.</p> <p>Purging of the Calorifiers has not been carried out.</p>	

Records from the contract engineer showed that no access can be gained to either calorifier and therefore a chemical descale must be carried out if the water from the drain purging shows evidence of scale and sludge within the units.

All Arjo / Malibu etc. type baths are serviced and maintained in line with the manufacturer's recommendations e.g. seals and hoses changed, filters cleaned and disinfected etc. This should all be recorded within a logbook when carried out. I was informed that servicing is being carried out by an outside contractor and hoses and filters are being cleaned and disinfected in-house by the onsite maintenance operative and this is being recorded within the logbook.

A Written Scheme should be prepared to ensure that all necessary controls are maintained, monitored and remain effective.

BS8580 states – 'Note - the Risk Assessment does not involve the preparation of the written scheme but rather provides information that is critical to the preparation'.

Regulations and guidance regarding the Written Scheme can be found in ACoP L8 Paragraphs 52-76.

There is an ongoing problem with Legionella bacteria being detected within three areas. I was informed that Mr Mike Pitt of Hampshire County Council is aware of the situation and ongoing action was being carried out to rectify the problem.

I was informed by the maintenance operative on site that personally he is flushing the three affected areas every day for 3 minutes each.